
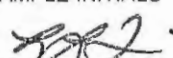


**SIGNATURE AUTHORIZATION CARD TO RELEASE NAVAL
MESSAGES OR SIGN OFFICIAL CORRESPONDENCE BY
DIRECTION OF THE COMMANDER, PSNS & IMF**

Ref: PSNS&IMFNOTE 5216 of 11 Apr 2014

☒ SIGN CORRESPONDENCE "BY DIRECTION" OF THE COMMANDER

☒ RELEASE NAVAL MESSAGES

CODE/SHOP Code 1100	PRINTED NAME Richard L. Tift	BADGE NUMBER 150659	DATE 21 Oct 2015
POSITION TITLE Executive Director		SAMPLE SIGNATURE 	SAMPLE INITIALS 

LIMITATIONS

See reverse for items that may not be signed using the signature authority listed below, per SECNAV M-5216.5 (Department of the Navy Correspondence Manual) and NAVSHIPYDPUGETINST P5216.1 (Shipyard Supplement to the Department of the Navy Correspondence Manual).

GUIDANCE

See PSNS&IMFNOTE 5216 of 11 April 2014 for further information on filling out this form.

ROUTING

See reverse for routing instructions.

*THE PERSON NAMED ABOVE IS AUTHORIZED TO SIGN:

Correspondence "By direction" of the Commander, PSNS & IMF for routine matters pertaining to PSNS & IMF (including instructions, notices, etc.) and all matters pertaining specifically to the Executive Director Office (Code 1100). He may further delegate the Code 1100 only signature authority to subordinates. Subordinates may not delegate this authority further.

Correspondence "By direction" of Commander, PSNS & IMF for any matters pertaining to the Commander's role as Equal Employment Opportunity Officer. This signature authority may not be further delegated.


Correspondence "By direction" of Commander, PSNS & IMF for approval to purchase subscriptions and other preapproved procurements for library materials.

***Notes:** (1) When formally designated as acting Commander, PSNS & IMF or acting department head, the person named above has full authority to sign all outgoing correspondence and naval messages in that capacity, unless otherwise directed.
(2) If this card does not state that the person named above is authorized to delegate this authority further, he/she may not do so.

THIS CARD CANCELS ☐ "BY DIRECTION" SIGNATURE AUTHORITY ☐ MESSAGE RELEASE AUTHORITY FOR:

PRINTED NAME	BADGE NUMBER	CODE/SHOP
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APPROVED BY (COMMANDER, PSNS & IMF OR DEPARTMENT HEAD ONLY)

PRINTED NAME Howard B. Markle	DEPARTMENT Code 100
SIGNATURE 	DATE 23 OCT 15